



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

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TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Site Plan Approval – 491 Eastern Blvd., Church Addition

DATE: October 29, 2012

Request: Tabled Site Plan Approval for the construction of a 12,500 square foot multi-use addition to an existing church, plus parking lot and landscaping at 491 Eastern Boulevard, parcel 5-26-103.007

Applicant: Steven Olmstead, PE

Proposed Use: Gymnasium, classrooms

Property Owner: Parkside Bible Church

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: No
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: Yes, October 30th meeting

Zoning Information:

District: Light Industrial	Maximum Lot Coverage: None
Setback Requirements: None	Buffer Zone Required: 5-15' along S and W lines

Project Overview: The applicant has provided updated plans which integrate some of the previous comments. Notable changes include the addition of a fire access drive and a potential 2,400 square foot Phase II on the building's east side.

The possible Phase II addition is not shown in great detail. If this is built in the future, it will require a Site Plan Waiver.

Parking: The applicant has provided a schedule of uses for parking calculations to be made. Based on the assumption that lobbies and bathrooms be included under standard of the main space which they serve, the applicant has provided sufficient parking. Note that the existing lobby and restrooms will require 5 parking spaces (because they serve the converted sanctuary, essentially a gym), and that the Phase II administrative offices are not included in the calculation.

Under this scenario, the applicant needs 104 spaces and has provided 121. If the Phase II is built as sketched, it would increase the requirement by only 12 spaces, and could still be served by the proposed parking lot.

The applicant needs to add one-way signage or painted arrows to the drive along the new addition.

Drainage & Grading: The drainage layout has been altered slightly to include piping from the roof leaders.

The disturbed area easily exceeds 1.0 acres, even without accounting for the utility lines. The applicant must provide copies of the SWPPP and related correspondence with NYSDEC.

Water: The existing water service will be abandoned, and a new 8" service will be installed. The Fire Department Connection will be located on the north side of the building, and hydrant will be installed along Huntington Street.

The configuration of the existing fire hydrant and valve along Huntington Street is incorrect and missing an existing valve. The missing valve must be surveyed and shown. Additional water lines and gate valve near Eastern Boulevard must also be depicted.

The applicant has indicated that the Fire Department Connection (FDC) will be located at the new water service entrance facing Huntington Street. It must be moved to be accessible from the fire lane side of the building. The proposed fire hydrant must also be relocated to be accessible from the fire lane. The NYS building code requires the hydrant to be within 400 feet of the building. It can be up to 600 feet away if the proposed building, including the existing portion, has a sprinkler system.

Sewer: The applicant has indicated the location of the septic system, which will be abandoned and filled.

The contractor must provide two business days notice prior to excavating the Huntington Street right-of-way for the sewer service.

The applicant must depict the size and inverts for the pipe connecting MH1A to MH1.

Landscaping: The construction of the addition, parking lot and related infrastructure, as proposed, will require the removal of more than 30 mature trees, including 21 that are greater than 20" in diameter. In addition to the tree removal, brush clearing will occur along Huntington Street to the north of the addition and along the far west edge of the property to accommodate the construction of the stormwater detention basin. The tree removal and brush clearing is a significant loss to this section of the City's urban forest. With the exception of a small grove of trees located to the southeast of the cell tower and a few trees to the west of the proposed parking lot, the site will be clear cut for the proposed project.

The applicant was asked to provide a landscaping plan that met the requirements of the Landscaping and Buffer Zone guidelines. The only change shown on the revised plans is the addition of 4 spruce trees and a list of shrubs for around the building foundation. The landscaping plan provided does not meet the guidelines and does not adequately mitigate the proposed tree loss.

Several changes could be made to the plans to prevent and mitigate the proposed tree loss. First, the plan shows a tree clearing limit of 50' on the north and east sides of the addition. If the tree clearing limit was reduced to 25', a total of 5 trees greater than 20" in diameter could be saved. Second, if the alignment of the proposed gas, electric and water services are shifted slightly to the south, another tree could be saved. Third, if the proposed parking area was built as an extension of the existing parking area (to the north) a total of 10 trees could be saved, including 7 that are greater than 20" in diameter. Finally, the plan calls for the removal of all brush and undergrowth along Huntington Street in between the gravel drive and the cell tower drive. Removing the brush and undergrowth will eliminate most of an existing natural screen between the proposed project and Huntington Street. Consideration should be given to retain this natural screening.

The applicant must provide a complete landscaping plan, including a depiction of the quantity, species, and size of the proposed removals and proposed trees and shrubs. The tree removals should be overlaid on the proposed site plan. The plan should include trees along the exterior (perimeter) of the existing and proposed lot parking lots and buildings, trees along the access drives, trees in the interior of the parking lot (islands) and trees along the Huntington Street right-of-way. All of these requirements are outlined in the Landscaping and Buffer Zone Guidelines.

Miscellaneous: The proposed construction entrance and fire access drive passes through land owned by Watertown Associates and onto land owned by Stebbins Engineering/Manufacturing Company. The applicant must obtain an easement to allow access across these lands, file said easement with the County Clerk, and provide a copy to the City Engineering Department.

The applicant must provide a wet-stamped copy of the boundary and topographic survey. This map must be signed by a licensed surveyor.

The survey must be revised so that elevation contour lines are more visible. The vertical datum must be changed to NGVD29 or NAVD88.

The applicant must obtain the following permits prior to construction: Sanitary Sewer Permit, Water Permit, Building Permit, and General City Permit for work in the right-of-way.

Summary:

1. The disturbed area appears to be well over 1.0 acres, so the applicant must provide copies of the SWPPP and related correspondence with NYSDEC.
2. The applicant shall depict one-way/do-not-enter signage, or painted directional arrows, along the new driveway passing the addition.
3. The applicant shall survey and depict the correct existing configuration of the existing fire hydrant and valve on Huntington Street. Additional water lines and a gate valve near Eastern Boulevard shall also be surveyed and depicted.
4. The applicant shall relocate the Fire Department Connection and the Fire Hydrant so that they are accessible from the proposed fire lane on the southwestern side of the structure. The hydrant must be located within 400 feet of the building, unless the entire building is sprinklered, in which case it may be 600 feet away.
5. The applicant shall provide a Turn Movement Plan for Fire Truck Movements through the parking lot and drive areas. The minimum turn radius for the fire apparatus shall be 50 feet.
6. The applicant shall provide 2 business days notice to the Engineering Department prior to excavating the Huntington Street right-of-way for the proposed sanitary sewer.
7. The applicant shall depict the size and inverts for the sewer pipe connecting MH1A to MH1.
8. The applicant should consider modifying the plans to prevent and mitigate the proposed tree loss including the reduction in the limits of the tree clearing area, the realignment of utilities, the relocation of the proposed parking area and retaining the natural screening along the Huntington Street right-of-way.
9. The applicant shall provide a complete landscaping plan that includes a depiction of the quantity, species, and size of the proposed tree removals overlaid on the site plan—and a planting plan that includes new trees along the exterior (perimeter) of the existing and proposed lot parking lots and buildings, trees along the access drives, trees in the interior of the parking lot (islands), and trees along the Huntington Street right-of-way.
10. The approved landscaping plan shall be implemented prior to issuance of a Certificate of Occupancy.

11. The applicant shall provide a wet-stamped copy of the boundary and topographic survey. This map must be signed by a licensed surveyor.
12. The survey and site plans shall be revised so that elevation contour lines are more visible, and the vertical datum shall be changed to NGVD29 or NAVD88. All spot elevations and inverts shall be revised to match the appropriate datum.
13. The survey and site plans shall be revised so that the plan views match the noted scale.
14. The applicant shall obtain an easement allowing access across the lands of Watertown Associates (parcel 5-26-110) and Stebbins Engineering/Manufacturing Company (parcel 5-26-103.004) for the proposed construction entrance and fire access road. The easement shall be filed with the County Clerk and a copy provided to the City Engineer.

cc: City Council Members
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Justin Wood, Civil Engineer II
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